

Thornton Public Library
Board of Trustees
Minutes February 09. 2026

The meeting was called to order at 3:06 PM

Members in attendance: Marty Humphrey, Anita Ross. MaryBeth King, Library Director-Vivica Duffield, Alternate- Diane Gravel, and Alternate- Al Lewis.

The Agenda was approved.

Minutes from January 12th were approved.

Financial Reports: Will be discussed at the next meeting.

Directors Report:

- Upcoming programs: Feb 12 Valentine Crafts ; Redcoats & Rebel on Apr 22, NH Humanities program with Campton Library; April 11 Marek Bennett "Comics in World History & Cultures at Campton Library.
- Materials are ready for the annual audit
- AED has been installed
- New heater has been working at a lower temp than in the past. The filter light came on and I've called Louis about it.
- School program: We started the year with teaching about where to find books, genres, etc. Now we are finding books to share with the theme of respect. The new Scholastic book bags came in. These were given to grades 1-4. Vivica is doing a book talk with 5th & 6th grade. She has not seen 7th & 8th grade.
- Library policies have been reviewed with the Staff and evaluations will be done soon.

Library/School Liaison:

The next school board meeting will be on February 16th. The School District Budget meeting will be on March 5th at 6 PM. School Vacation is 2/21-3/1.

Old Business:

- A. The Job Description for the Library Director was reviewed and discussed.
- B. The Website update looks great. Many Thanks to Diane for all her hard Work.
- C. Diane gave an update on the American Revolution. This website link is on our web page.

New Business:

- A. New Email address: TrusteesThorntonPublicLibrary@gmail.com will be linked to Marty's email. This will be used for the Director's Job postings.
- B. The Checking Account and Credit Card info was discussed. Marty suggested that we move all our accounts to Bank of NH as their web access has a hierarchy that will restrict the Director from making ACH transfers/payments.

MOTION by Marty Humphrey, seconded by Mary Beth King: The Thornton Public Library will move their accounts to Bank of New Hampshire. **PASSED** by unanimous vote.

MOTION by Marty Humphrey, seconded by Anita Ross: The Thornton Public Library will apply for a credit card with Pathfinder Bank. **PASSED** by unanimous vote.

- C. Annual Audit is due February 19th. Documents are ready for the Audit and are on our shared Google Docs account.
- D. The process that will be used to hire the new Director were discussed.
 - a. Posting by March 1st and active until March 30.
 - b. 1st review of applications will be by Marty and Vivica
 - c. New review by the Board and Friend's representative
 - d. Final will include the Principal
- E. We have received \$500 in donations in memoriam for Isla Selingham. Vivica has sent out thank you cards.
 - a. The funds will be placed in a new savings account.
 - b. Marty will looking into the cost of a bench that could be placed in the Story Walk.
- F. Trustees were asked to save the date for the NHLTA (NH Library Trustees Association Spring Conference on May 27th in Manchester
- G. The future of the old Town Hall was discussed. It was suggested to send an Email to Desiree that the NH Preservation Society might analyze the condition of the building for no cost. Marty will send the Email to Desiree.

Announcements: None

No Public Comments.

No Non-Public Session.

The Next Meeting will be on Monday, March 9th at 3:30 PM

The Meeting Adjourned at 4:53 PM

Respectfully Submitted.

Anita Ross
Secretary
Thornton Library Trustees

APPROVED: March 9, 2026